

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, May 3, 2011

The Jefferson County Highway Committee met on Tuesday, May 3, 2011, at 10:12 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Blane Poulson; George Jaeckel; Craig Peterson; Glen Borland

Members absent: None

Also Present: William Kern, Highway Commissioner
Carlton Zentner, County Board Supervisor

Purpose of the meeting was to review and approve vouchers and other highway business.

HIGHWAY COMMITTEE MINUTES: The minutes from the April 4, 2011 Highway meeting, having been distributed in advance, it was moved by Mr. Borland and seconded by Mr. Peterson to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Peterson

NOES: None

ABSENT: None

ABSTAIN: None

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

Culvert work is beginning on all county construction projects for 2011

Crews working on culvert replacements/culvert liners for several state highways

Construction crews will begin pulverizing and improvement work on construction projects at the beginning of May

- **General Maintenance**

Surface Patching – Crews are patching and repairing various pavements

Crews are completing guardrail repairs at various locations

Crews are completing brushing work on various highways

Crews are completing crack seal work on various county highways

Crews are repairing and “pulling up” shoulder gravel throughout the county

- **Winter Maintenance**

- **Office/Shop**

All new trucks and truck equipment were delivered and shop staff is beginning to assemble the new trucks

Office staff is working on the 2010 financial report

OLD BUSINESS

- **NONE**

NEW BUSINESS

9a. Approve permit for work within right-of-way (borrow site) on CTH “Y” near Johnson Creek

The Highway Committee discussed a permit for work within the right-of-way (borrow site) near Johnson Creek on CTH “Y”.

It was moved by Mr. Borland and seconded by Mr. Jaeckel to approve the Highway Department entering into an agreement to sell borrow material along CTH “Y” right-of-way that adjoins STH 26 expansion borrow site.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson, Borland

NOES: None

ABSENT: None

ABSTAIN: None

9b. Discuss facility site selection study

Commissioner Kern reviewed the status of the facility site study and answered any questions that the Committee had. Barrientos Design will be attending the May 10, 2011 County Board meeting giving a presentation on the facility site selection study. No Motion.

9e. Review monthly financial account summary

The Highway Commissioner reviewed the current financial status of the Highway Department and answered questions from the Committee. No Motion

10. Highway Operations Report

The Commissioner reviewed the operations with the Committee regarding current operations and the preparations for the 2011 construction projects. He answered any questions the Committee had. No Motion.

REVIEW & APPROVE VOUCHERS: The vouchers held the following totals resulting:

BILLS:	04/12/11	\$	55,662.84
BILLS:	05/03/11	\$	224,582.71
COMMITTEE:	MARCH	\$	<u>260.29</u>
TOTALS:		\$	280,505.84

It was moved by Mr. Poulson and seconded by Mr. Peterson that the bills are allowed as reviewed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson, Borland

NOES: None

ABSENT: None

ABSTAIN: None

The next Highway Committee meeting will be Thursday, June 2, 2011, at the Jefferson County Highway Department, immediately following the joint Highway/Infrastructure meeting, which is scheduled to meet at the Jefferson County Court House at 8:30 a.m.

Motion by Mr. Poulson and seconded by Mr. Jaeckel to adjourn at 11:06 a.m.

Carried by the following roll call:

AYES: Buchanan, Poulson, Jaeckel, Peterson, Borland

NOES: None

ABSENT: None

ABSTAIN: None

Approval:

 Craig Peterson, Secretary